



Chart of Sanctions

Version March 2021



1. Introduction

1.1 Subject and Objectives

2.2 Principles

2. Sanctions

2 point offenses:

4 point offenses:

5 point offenses:

6 point offenses:

8 point offenses:

10 point offenses:

3. Special Cases

1. Introduction

1.1 Subject and Objectives

The Chart of Sanctions has been set to reinforce the IKO Standards and to sanction Centers, Instructors and Trainers that do not adhere to the IKO Standards. Safety issues are a top priority for the IKO.

The Chart of Sanctions is an administrative tool that details sanctions according to wrongful acts. Instructors and Centers can also use the Chart of Sanctions to self-correct any non-compliance.

2.2 Principles

Feedback provided by students and other parties helps the IKO to determine whether Centers, Instructors or Trainers are conforming to the Standards they have agreed to.

After having been sanctioned once, continued disrespect of the safety or certification standards may lead to suspension. More than one warning may be in place at once. The same offense

committed three times will lead to suspension, irrespective of the total number of points. If several offenses are committed by a member, the points sanctioned may be cumulative or the highest sanction will be applied.

IKO Members are allocated an initial ten points. Points are automatically removed from the member's account in accordance with the Chart of Sanctions for any offenses. IKO Members left with 0 points will be suspended. Extreme offenses may result in a lifetime suspension.

If no offense is committed, three points per year will be credited back to the member's account until ten points are reached.

NEW

The column 'Applied to' will only name from which level of pro member a rule applies to. This means that any higher level pro member than that which is stated must also adhere to that rule. For Example, if written 'Instructor' the rule includes all Instructors Level 1, 2 and 3; Coach, Coach Trainers, Assistant Trainers, Examiners and Training Masters - but does not include Assistant Instructors. In case it is written 'Trainers' the rule would include Coach Trainers, Assistant Trainers, Examiners and Training Masters, but not members below Trainer level.

New or updated sanctions have been marked [like this in the chart](#)

To be reinstated:

Suspended Assistants must re-do an Assistant Training Course (ATC).

Suspended Instructors of any Level must take part in an Instructor Training Course (ITC) upon IKO approval and send a 'Reinstatement letter' to the IKO confirming that they understand their mistake. At the end of the ITC, if they meet the prerequisites and level required, they will be validated as Instructor Level 1, no matter what level they were before.

CHANGE

Suspended Assistant Trainers must re-do at least one ATTC with an Examiner.

CHANGE

Suspended Examiners must re-do at least one ETC with an IKO Training Master.

Suspended Schools must re-apply for a new affiliation in all cases.

A second suspension will lead to a permanent loss of IKO Affiliation and membership eligibility. In some extreme cases, a member can be suspended permanently after a first suspension.

2. Sanctions

2 point offenses:

#	2 point offense:	Applies to:	Details:
2.1	Emergency phone numbers not posted	Centers / Head Instructor	Must post emergency phone numbers in a visible place
2.2	Weather information and area warnings not posted	Centers / Head Instructor	This information must be posted in a visible place
2.3	ROW rules not respected	Everyone	
2.4	Requests by the IKO Office not answered in time	Trainers	
2.5	Does not inform the IKO Office of unavailability for more than 15 days	Trainers	
2.6	Does not use the actual version of the document available in the download section	Trainers	
2.7	Does not complete the SCC correctly	Trainers	Eg. Pictures from a different course used, no picture of action, etc.
2.8	Does not complete online certification correctly, so ATC/ITC/Coach candidates are certified when they should not be	Trainers	Eg. A video needs to be sent but all boxes are ticked
2.9	Does not register internship hours	Internship Managers	
2.10	Does not certify 'real ITC students' with Instructor candidates at the end of the ITC	Examiners	

#	2 point offense:	Applies to:	Details:
2.11	Does not connect the kite leash to the front of the harness	Everyone	
2.12	Does not have a minimum of 25 certification credits in their account	Centers	
2.13	Does not provide online certification credits to their Instructors to certify students	Centers	

4 point offenses:

#	4 point offense:	Applies to:	Details:
4.1	Does not have a line cutter in their harness	All pro members	
4.2	Does not validate the pro candidate they have trained within 48 hours after the end of the pro-course.	Trainers	In case of travel issue blocking the certification, the Trainer must inform the IKO Office to avoid suspension
4.3	Does not teach the self-rescue	Instructors	
4.4	Does not teach the use of safety systems	Assistants	
4.5	Flies a kite while driving a boat / jet ski	Assistants	
4.6	Jumping on the beach, kiting dangerously or recklessly	Assistants	Even during private practice
4.7	Launching with obstacles inside the wind window	Assistants	

#	4 point offense:	Applies to:	Details:
4.8	Teaching with people inside the wind window	Instructors	
4.9	Teaching above their allowed level	All pro members	Teaching courses without having been certified at that level (eg. training Assistants or teaching children without the correct qualification)
4.10	Accepts / certifies Candidates in pro-courses who do not meet all the prerequisites set by the IKO	Trainers	Eg. not certified as an Assistant, does not have the right riding level, etc.
4.11	Accepts more than eight ATC Candidates onto an ATC	Assistant Trainers	
4.12	Accepts more than eight ITC Candidates onto an ITC	Examiners	Depending on the situation the center will also have a sanction
4.13	Accepts more than one ATTC Candidate onto an ATTC	Examiners	
4.14	Accepts more than eight participants on an Evolution Clinic	Coaches, Centers	
4.15	Runs Pro training (IEC, ITC, ATC, ATTC or Coach Course) without informing the IKO Office	Trainers	
4.16	Does not register or update its Instructors in the school profile	Centers	Not allowing instructors to have access to the school's certification credits
4.17	Does not certify students with the online feedback	Instructors, Centers	
4.18	Does not complete an SCC following an ATC or ITC	Assistant Trainers	

#	4 point offense:	Applies to:	Details:
4.19	Does not send the ATTC/ETC end report within 48h of completing the training	Examiners	
4.20	Expired Instructors teaching under the IKO label	Instructors	
4.21	Sends an incomplete ATTC/ETC end report after the second reminder	Examiners	Not complete, not sent on time, very few details, etc...
4.22	Pro candidates not wearing safety equipment during beach practice of a pro course	Trainers	
4.23	Does not use the right teaching equipment set by the IKO Standards	All pro members	
4.24	Does not pay an invoice sent by IKO within 30 days	All pro members	
4.25	Publish pictures on social media which do not respect the IKO Standards after the affiliation	All pro members	A new IKO Center is given a period of six months to 'clean' their social media and website
4.26	Part of the team is still not IKO Certified six months after affiliation	Centers	Sanction plus the obligation to organize an ITC / IEC
4.27	Did not make the student sign the waiver form	Centers and Instructors	

5 point offenses:

#	5 point offense:	Applies to:	Details:
5.1	Leaves student alone	Instructors	Student is left without supervision with the kite not secured on land. Can be applied to Assistant if they were directed to stay with a student.
5.2	Lets the student do the first launch with no checks	Instructors	
5.3	Student is overpowered	Instructors	Kite is overpowered for wind conditions and weight of the student
5.4	Teaches a beginner without a 4 line trainer kite on short lines, it can be LEI or Foil design	All pro members	2 line kites may be used, but every skill must be repeated with a 4 line trainer kite
5.5	Does not pay the Examiner/Coach/Assistant Trainer salary on time	Centers	
5.6	Does not respect the IKO student ratio	Instructors, Centers	Ratios are in IM V7 page 12
5.7	No First Aid kit available at the Center	Centers, Head Instructors	
5.8	Not doing the live demo with a 4 line kite (it can be LEI or Foil design) during an ATC/ITC when the conditions allow it	Assistant Trainers	
5.9	Skipping some parts of the ITC/ETC program without mentioning it to the Training Department	Examiners	
5.10	Selling unsafe or non-functional equipment	All pro members	
5.11	Not respecting the Pro training task list	Centers	

#	5 point offense:	Applies to:	Details:
5.12	Teaches without personal safety gear	Instructors	Harness, line cutter, kite leash
5.13	ATC / ITC candidates not wearing a helmet / buoyancy aid during live practice (teaching / riding / practicing)	Trainers	
5.14	Logs fake students or falsifies the number of hours when registering students	Instructors, Centers	
5.15	Does not wear a helmet during ATC / ITC teaching demonstration	Assistant Trainers	

6 point offenses:

#	6 point offense:	Applies to:	Details:
6.1	Does not carry required safety equipment on a boat	Instructors, Centers	Everyone on board must wear a 50N buoyancy aid. Safety equipment required by law must be in the boat.
6.2	Driving a boat dangerously	Instructors	
6.3	Teaches too close to power lines or roads	Instructors	
6.4	Kite-lifting, or tethering a student	Instructors	Must not tie a student to any solid object or other object for the purpose of anchoring or lifting the student. Instructors must not tie a student to themselves.
6.5	No communication device	Instructors, Centers	No access to a phone or radio

#	6 point offense:	Applies to:	Details:
6.6	Student has no helmet	Instructors, Centers	Helmet must always be worn by students on land and in the water
6.7	Kite leash missing on bar	Instructors, Centers	A kite leash must always be used with the kite flying (on land and in the water).
6.8	No buoyancy aid	Instructors, Centers	Buoyancy aids (50N) must always be used by students in the water (even in shallow water)
6.9	Supervises / assists a kiteboarder without supervision of a L2 Instructor	Only Assistants	
6.10	Teaches an intoxicated person	Instructors	
6.11	Teaches water lessons to non-swimmers	Instructors	
6.12	Teaches unsafe techniques	Instructors	Eg. No leash, suicide leash, inverted leash or bar, wrong methodology, hot launching, etc.
6.13	Teaches with non-functioning safety systems	Instructors, Centers	Definition of a fully functional safety system: the kite loses most of its power when the chicken loop quick release is activated

#	6 point offense:	Applies to:	Details:
6.14	Teaches in bad weather conditions	Instructors, Centers	May not teach in a thunderstorm (lightning), when there is a hurricane warning, blizzard, flood, or other extreme weather conditions
6.15	Has no valid Level 2 Instructor as Head Instructor	Centers	
6.16	Drives a boat in the student's wind window while teaching	Instructors	
6.17	No safety provision downwind of the student during a water lesson	Instructors	Student safety must always be ensured downwind. Either the Instructor or an Assistant is downwind, or there is boat support. Instructors can be sanctioned when alone and upwind of a student or alone and with them in deep water
6.18	Did not report a serious accident to the IKO that occurred while teaching	Centers, Instructors	
6.19	Runs an ATTC without IKO Office approval	Examiner	The ATTC will not be validated, and the Examiner must refund the candidate
6.20	Hires a non-IKO Assistant	Centers, Instructors	Sanction applied to each party

#	6 point offense:	Applies to:	Details:
6.22	Does not ride according to the 'kiter' rules set by the IKO Standards (article 11)	Kiters and all pro members	Depending on the cases, if it has caused a serious accident, sanction could be 8 points or direct suspension
6.23	Certifying a student with the wrong level	Instructors	

8 point offenses:

#	8 point offense:	Applies to:	Details:
8.1	No safety system on bar	Instructors, Centers	
8.2	Does not maintain a civil and professional relationship with the IKO office and staff	Kiters and all pro members	
8.3	Kite school promotes themselves as an IKO Center while not IKO affiliated	School owner if a valid IKO Instructor	
8.4	Promotes themselves as a business without being IKO affiliated	All pro members	Must affiliate the school
8.5	Does not run at least 2 ITCs per year	Examiners	
8.6	Misconduct or conduct unbecoming with students/candidates	All pro members	
8.7	Falsifies Internship hours or certifies a candidate without supervising them	Internship Managers	
8.8	Shares private information without informing the person concerned	All pro members	

#	8 point offense:	Applies to:	Details:
8.9	IKO Center works with non-IKO Instructors	Center, Instructors, Head Instructor	Sanction applied to each party. Grace period of six months for new Centers from affiliation date
8.10	Instructor team not certified	Center, Instructors, Head Instructor	Sanction applied to each party. Grace period of six months for new Centers from affiliation date
8.11	Hires IKO Assistants to teach unsupervised	Center, Instructors, Head Instructor	Sanction applied to each party
8.12	Non-IKO schools that are using the IKO logo, including IKO instructors using another logo other than the "IKO Instructor" logo on their communications, website, social media posts or advertising.	For non IKO-Schools: Head IKO Instructors (if school owners) / Instructors	
8.13	Does not allow an Assistant Trainer who works in the area to run at least one ATC per year at the location they teach from.	Examiners	It will have to be proven to the Quality Department that the Examiners intentionally blocked it
8.14	Does not run at least one ATC per year	Assistant Trainers	If the Examiner has completed at least 2 ITC in the year, this rule does not apply to them
8.15	Is a trainer in another kiteboarding organization that competes with the IKO	Trainers	
8.16	Runs an Instructor course from another organization after an ATC without first running an IKO ITC	Centers, Assistant Trainers	

10 point offenses:

#	10 point offense	Applies to:	Details
10.1	Serious/fatal accident while teaching	All pro members	Immediate suspension, review and sanction or legal action. Student or third party dies or is badly injured in an accident for which the IKO Instructor/Examiner/Center is responsible
10.2	Teaches in an off-shore wind without a boat	Instructors	
10.3	Teaches while intoxicated (drugs or alcohol)	Instructors	
10.4	Uses a board leash	All pro members	
10.5	Provides counterfeit or false documents, or misleading information to the IKO, an IKO Member or student.	All pro members	
10.6	Does not operate under local laws or the regulations of their respective country and jurisdiction	All pro members	
10.7	Counterfeits, prints, reproduces or copies any IKO material without permission	All pro members	
10.8	Does not affiliate their own school with the IKO	Trainers	After first warning

#	10 point offense	Applies to:	Details
10.9	Refuses more than 2 ETC requests from the IKO within a year	Training Masters	Suspended as TM but not as Examiner
10.10	Is sentenced by a Court	All pro members	
10.11	Competes with the IKO	All pro members	Is engaged in any business activity which is competitive to the IKO or works for any organization which competes with the IKO
10.12	Act of physical or verbal violence or discrimination, including harassment or insults, considering racism, sexism, homophobia and any violence or discriminations based on physical appearance, religion or opinion as an aggravating factor.	Kiters and all pro members	Any act of violence or discrimination against a person while practicing or teaching. If the act has been followed by legal proceedings, the member will be suspended until the end of the process, and excluded if condemned by justice.
10.13	Did not pay the full pro-course fee to the IKO Center	Assistant / Instructor / Coach candidates	Profile pending until the payment is completed
10.14	Promoting other organizations as being better / more recognized than IKO. Promoting that IKO is not recognized publicly.	All pro members	

3. Special Cases

- 3.1. Expired or non-IKO Instructors or Centers will be treated internally. They will be sanctioned according to their offense and may receive a lifetime ban from the IKO Network.
- 3.2. An IKO Center that does not supply all requested documents after the third reminder will have its status changed to 'pending' until the documents are received.
- 3.3. Members publishing or promoting kite activities that are dangerous or that do not comply with IKO Standards will be sanctioned according to the gravity of the action and their role r (ie. Assistant, Instructor L1, L2, L3, Assistant Trainer or Examiner).
- 3.4. Any School that requires an Assistant or Instructor to behave or teach in a way that breaches the IKO Code of Sanctions shall receive the same sanction as the Assistant or Instructor.